

MEETING MINUTES
LASSEN COUNTY CHILDREN AND FAMILIES COMMISSION
Thursday, March 7, 2002

Barry Creek Meeting Center, 1345 Paul Bunyan Road, Suite B
Susanville, California

Commission Members Present: Betsy Elam, Karol Merten, Janice Irvin, Patsy Jimenez,
Kathryn Fox , Bobby Malone
Members Absent: Yvonne O'Neill, Jim Chapman, Dave Jones
Staff to the Commission: Laura Roberts
Visitors Present: Barbara Tiner, Jean Hodge, Janet Lasick

1. **Call to Order:** Vice Chair Bobby Malone, sitting as Chairperson, called the meeting to order at 1:30 p.m. The Chairperson welcomed all present. All members of the Commission, and visitors introduced themselves.
2. **Approval of Minutes:** The minutes of the February 7th, 2002 meeting were presented. The name of Janet Lasick was added to the list of members present at the meeting. Karol Merten moved that the minutes be approved as corrected. Patsy Jimenez seconded the motion. There was no discussion. All members present voted to approved the minutes as corrected.
3. **Election of Officers :** Karol Merten was nominated to serve as Chairperson for the ensuing term. There were no other nominations. Jan Irvin moved that the nominations be closed, Patsy Jimenez seconded the motion. All members present voted unanimously to elect Karol Merten as Chairperson. Patsy Jimenez was nominated to serve as Vice Chair for the ensuing term. There were no other nominations. Jan Irvin moved that the nominations be closed, Betsy Elam seconded the motion. All members present voted unanimously to elect Patsy Jimenez as the Vice Chair. Betsy Elam was nominated to serve as Secretary/Treasurer for the ensuing term. Patsy moved that the nominations be closed, Karol Merten seconded the motion. All members present voted unanimously to elect Betsy Elam as Secretary/Treasurer.
4. **Public Hearing on CCFC Annual Report:** The public hearing was declared open at 1:50 p.m. There was no comment from the audience concerning the report and no discussion or question by Commissioners. The Public Hearing was declared closed at 1:55 p.m. Patsy Jimenez moved that the report be accepted as presented. Jan Irvin seconded the motion, there was no discussion, and the motion passed unanimously.
3. **Fiscal Report:** The fiscal report was presented by Laura Roberts. The balance as of March 7, 2002 was \$1,019,313.73. Bobby Malone moved that the report be accepted as presented. Jan Irvin seconded the motion. There was no discussion. The motion was passed unanimously.

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4. **Renewal of Contract with Diversified Management:** The contract with Diversified Management expires in April. A new contract for 2002-2003 was presented. It was requested that the contract be modified to include reimbursement for copies at the rate of \$.05 each from August 1, 2001. Patsy Jimenez moved that the contract be accepted as modified, Kathryn Fox seconded the motion, there was no discussion, and the motion carried.
5. **Consideration of Kids Kingdom Day Care Mini Grant Request:** A mini grant request from Kids Kingdom Day Care was reviewed. The grant is for the upgrade of equipment for a family day care home which will also include the addition of a preschool curriculum. There was brief discussion after which Betsy moved that the mini grant be approved in the amount of \$9,984.02, Jan Irvin seconded the motion, and the motion passed, with Bobby Malone abstaining from the vote.
6. **School Readiness Project, Request for Authorization fo Implement School Readiness Project/AmeriCorps Home Visiting Project, and Allocation of Additional Funds for Expansion of Contract with ComPAC to Include School Readiness Project:** A request to allow the Westwood Family Resource Center/School Readiness Project to start was presented. It was stated that the first application for funding by the State Commission while it was accepted, additional information had been requested and was in the process of being developed and provided. It was reaffirmed that the funding for the project is not competitive, but rather is an allocation set aside for Lassen County to address the eligible school district's school readiness issues. The one eligible school district is in Westwood. It was added that we currently have \$50,000 of school readiness initiative implementation funds from the State Children and Families Commission in the trust fund. It was requested that these funds be authorized for the expansion of the contract with ComPAC as the school readiness/family resource center lead agency. Commissioners discussed the issues, and questioned the source of funding again. It was moved by Bobby Malone that the contract with ComPAC be augmented with the implementation funds of \$50,000, and that the Westwood Family Resource Center/School readiness Project be authorized to begin. There was no question of the motion. All members present eligible to vote, voted unanimously to pass the motion. Karol Merten and Jan Irvin abstained from voting.
7. **Consideration of Expanded ByLaws:** Sine members didn't get the revised Bylaws in time to review the document, the matter was tabled until the next meeting.
8. **Kindergarten Teacher Survey Results:** Barbara Tiner presented the result of the survey. There was 100% participation county-wide. The information will be helpful in presenting an

accurate picture of the conditions and needs of kindergarten students when they start school at the age of five.

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9. **Strategic Planning Retreat:** For the purpose of planning the retreat and meeting the needs of Commissioners, a set of questions to be asked of each commissioner in a telephone interview was presented. Commissioners stated that their names, addresses and phone numbers could be released to the consultant that will be conducting the interviews. Additional comments were received and it became apparent that the previously identified dates of April 11 and 12 were no longer good dates for maximum attendance. It was suggested that everyone tell which dates they will not be available in May so Laura can get a good idea of when to reset the planning meeting.
10. **State of Economic Interest Forms Due:** The Statement of Economic Interest Form 700 is due once again from each Commissioner. Laura indicated that the form is in each Commissioner's packet and should be completed and turned in as soon as possible.
11. **Updates: School Readiness Project:** Barbara Tinier reported on the progress of the Westwood Advisory group toward the implementation of the project. **AmeriCorps/Home Visiting Project:** Laura stated that Lassen County has been accepted into the pilot project and an initial meeting will be held at the San Diego Conference in April. **New Parent Kits:** Kits are being distributed actively at Northeastern Rural Health, Big Valley Medical Center, and Lassen Indian Health Home Visiting Program. Several are slated for delivery to video stores and the Susanville District Library. **Mini Grants:** Several of the day care upgrade projects are nearing completion. Some playground projects have been slowed by the Winter months but are now progressing again toward completion. **CARES Project:** The first stipend checks have been awarded. The format for acknowledging and demonstrating appreciation for the commitment to child care is patterned after the "Prize Patrol". We have the "CARES Patrol, and stipend checks and Certificates of Appreciation are presented in person and often by surprise. The project is well received and participating is increasing almost on a daily basis. There are 32 participants at this time. More outreach needs to be done to encourage participation by home based family child care providers.
12. **Open Comment:** Jean Hodge reported that the Lassen Oral Health Task Force is making progress in its efforts to organize and publicize the oral health epidemic among Lassen County Children.
13. **Next Meeting:** The next meeting is set for April 4, 2002, at 1:30 p.m. at the Barry Creek Meeting Center.
14. **Adjournment:** There being no further business the meeting was adjourned at 3:17 p.m.